

Date: February 21, 2013
To: Board of Trustees
From: Dr. Cliff L. Wood, President
Subject: The Campus Fun and Learn Center

MOTION

A motion by Trustee Osinga second by Trustee Shapiro, and

WHEREAS, The Rockland Community College Board of Trustees authorized the President of the College to sign a letter of agreement with the Campus Fun and Learn Center Board of Directors to assume the fiscal and operational management of the Campus Fun and Learn Center effective December 1, 2012 [Resolution 51-2012]; and

WHEREAS, The Centers By-laws were amended in January 2013 to allow the College to assume the fiscal and operational management of the Campus Fun and Learn Center; therefore be it

RESOLVED, That the Rockland Community College Board of Trustees authorizes the President of the College to sign a revised letter of agreement with the Campus Fun and Learn Center Board of Directors to allow for the payment of the salary of the CFL Director until the end of the Spring semester, 2013.

ACTION

Yeas: Trustees Clinkscale, Wortendyke, Dillon, Oelkers-Ramos, Osinga, Shapiro, Nwosu.

Nays: Bierker

Abstentions: Kohlhausen

Motion passed: 7 yeas, 1 nay, 1 abstention.

February 21, 2013


**LETTER OF AGREEMENT
BETWEEN
ROCKLAND COMMUNITY COLLEGE [RCC]
AND
THE CAMPUS FUN AND LEARN CHILD CARE CENTER, INC. [CFL]
ENTERED INTO BY CLIFF L. WOOD, IN HIS CAPACITY AS PRESIDENT
OF ROCKLAND COMMUNITY COLLEGE**


***{Revised January 2013}**

1. The Campus Fun and Learn Center [CFL] Board relinquishes the authority for the management and control of the CFL including all financial operations to Rockland Community College [RCC] and the daily oversight of the CFL to the President of RCC, who will appoint and advise a Board to provide oversight of the CFL.
2. The supervision of the CFL, the Director and staff is assigned to the Bursar of RCC who will provide overall supervision and daily management of the CFL.
3. Finances of the CFL will be controlled by the Bursar of RCC in conjunction with the RCC Associations Financial Manager.
4. The Bursar of RCC will work with the CFL Director to develop a budget, revenue and enrollment projections for the Spring semester 2013. This information will then be used to develop the CFL educational program and operational schedule to be effective January 2013.
5. The CFL program will be modified as needed based on available resources.
6. RCC will assume the following obligations to resolve current financial obligations of the CFL.

***1) Pay salary of the CFL Director until the end of the spring semester 2013.**

- 2) Pay all outstanding operation bills
- 3) Maintain control of the CFL operations until all existing financial obligations are paid including all funds owed to RCC. *(Addendum I - Financial Obligations)*
7. The Chair of the CFL Board and the CFL Director will provide a detailed analysis of the CFL's Retro Pension Plan Payment and a letter of agreement / contract with TIAA Cref by December 15, 2012.
8. This agreement may be terminated by either party with in 30 (thirty) days notice.
9. In March 2013, the Rockland Community College Board of Trustees will be provided with a status report of the CFL operations and this agreement will be reviewed.
10. This document is effective December 1, 2012.


William McGregor
Board Chair
Campus Fun and Learn Center


Dr. Cliff L. Wood
President
Rockland Community College

Addendum I

**FINANCIAL OBLIGATIONS OF
THE CAMPUS FUN AND LEARN CHILD CARE CENTER, INC. [CFL]
November 2012**

1. Loan from William McGregor, CFL Board Chair	\$ 39,000.00
2. Operational Expenses <i>(paid by/owed to RCC Foundation Student Support Fund)</i>	\$ 25,000.00
3. RCC Association	\$ 67,588.00
4. RCC <i>(furniture/equipment purchased at the time the CFL opened in order to be licensed)</i>	\$ 95,437.00
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Total	\$227,025.00